

Subject Selection Online

Year 10 Parent Support



Year 10 to 11 Subject Selection Process



- The school uses an online tool called Subject Selection Online (SSO).
- This helps us to manage student selections and create a school timetable for next year based upon student subject choices.



Accessing SSO

Parents can log into SEQTA and access SSO via the homepage

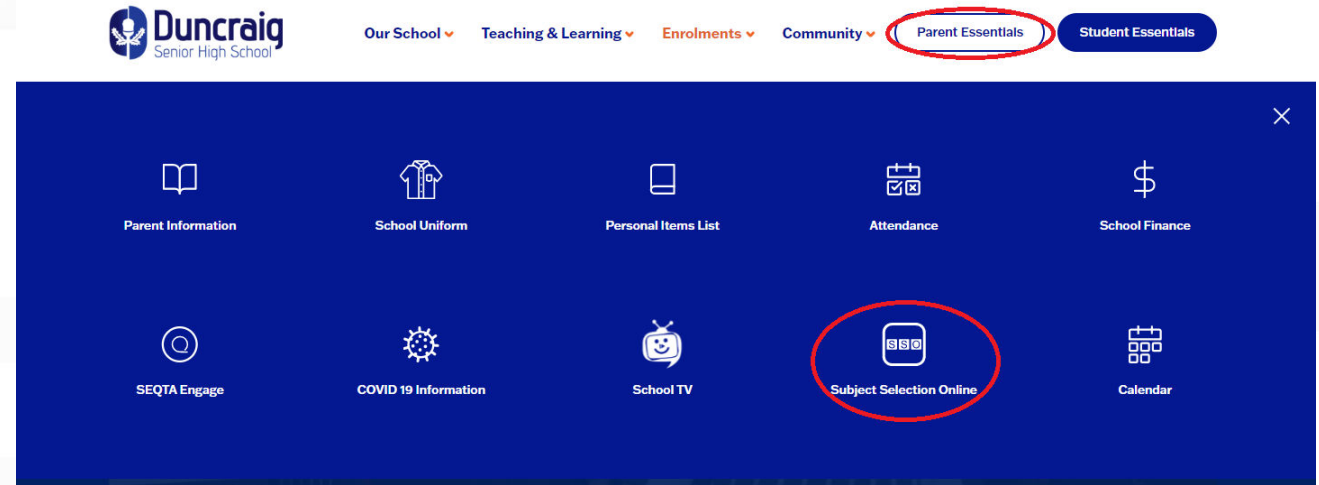
The screenshot shows the Engage homepage dashboard. On the left is a dark blue sidebar menu with the following items: WELCOME, ASSESSMENTS, COURSES, DASHBOARD, DOCUMENTS, GOALS, NOTICES, PORTALS, REPORTS, SETTINGS, and TIMETABLE. The main content area is titled 'Welcome' and contains a grid of 16 icons, each with a label below it. The icons are: Office 365, Parent Teacher Booking, Calendar, School TV, Notices, Announcements, Excursions & Incursions, Student Services, ClickView, Careers, Subject Selections Online, IT Support, DSHS Website, School Map, and Oliver - Library Search. The 'Subject Selections Online' icon, which features the letters 'S', 'S', and 'O' in colored boxes, is circled in red. A red arrow points from the text on the left to this icon.



Accessing SSO

Go to the Duncraig SHS webpage, select 'Parent Essentials' and click on 'Subject Selection Online'

or
type the address below into your browser
<https://client.subjectselectiononline.com.au/?school=w38dc>





Welcome to the Duncraig SHS Subject Selection Online (SSO).

Option subject selections should be carefully considered as changes the following year will be very limited. Please ensure that all relevant steps of the SSO are completed.

Login to your account

Login

Forgotten your Password?

[Click here](#) to reset your password



Enter Your Details

Enter parent email for school (PG1)



Forgotten your Password?

Enter your e-mail address below to reset your password.

Back

Submit



Automatic Pop Up

Click 'reset PIN', which sends email to PG1 address

A screenshot of a web page titled "Forgotten your Password?". The page prompts the user to enter their email address to reset their password. Below the input field, it states: "We've noticed that there are multiple students with the same email address for SSO. Below are the students that are linked to this email address. Please click the button for the appropriate student, to reset the required PIN." There are two student entries, each with a "Login:" field, a "Student Name:" field, and a button that says "Click here to reset PIN for this Student". The first button is circled in red. At the bottom of the page, there are "Back" and "Submit" buttons.

Forgotten your Password?

Enter your e-mail address below to reset your password.



Check Your Email (including junk folder)

Email received from SSO

NOTE **your** login code
(4 digit number)

Click on blue button to
login and reset password

Reset Password

SSO <no-reply@countrynet.net.au>
Tue 20/07/2021 12:32 PM
To: 4547



Duncraig Senior High School

Hi Name

We've received your request for password reset.

Your login code is: **1234**

Click the link below to reset your password

[Login and reset password](#)





Home > Change Password

Once you click on the blue button you will get this screen

Reset password here

STUDENT CHANGE PASSWORD

New Password

Re-type New Password

Reset

Change Password

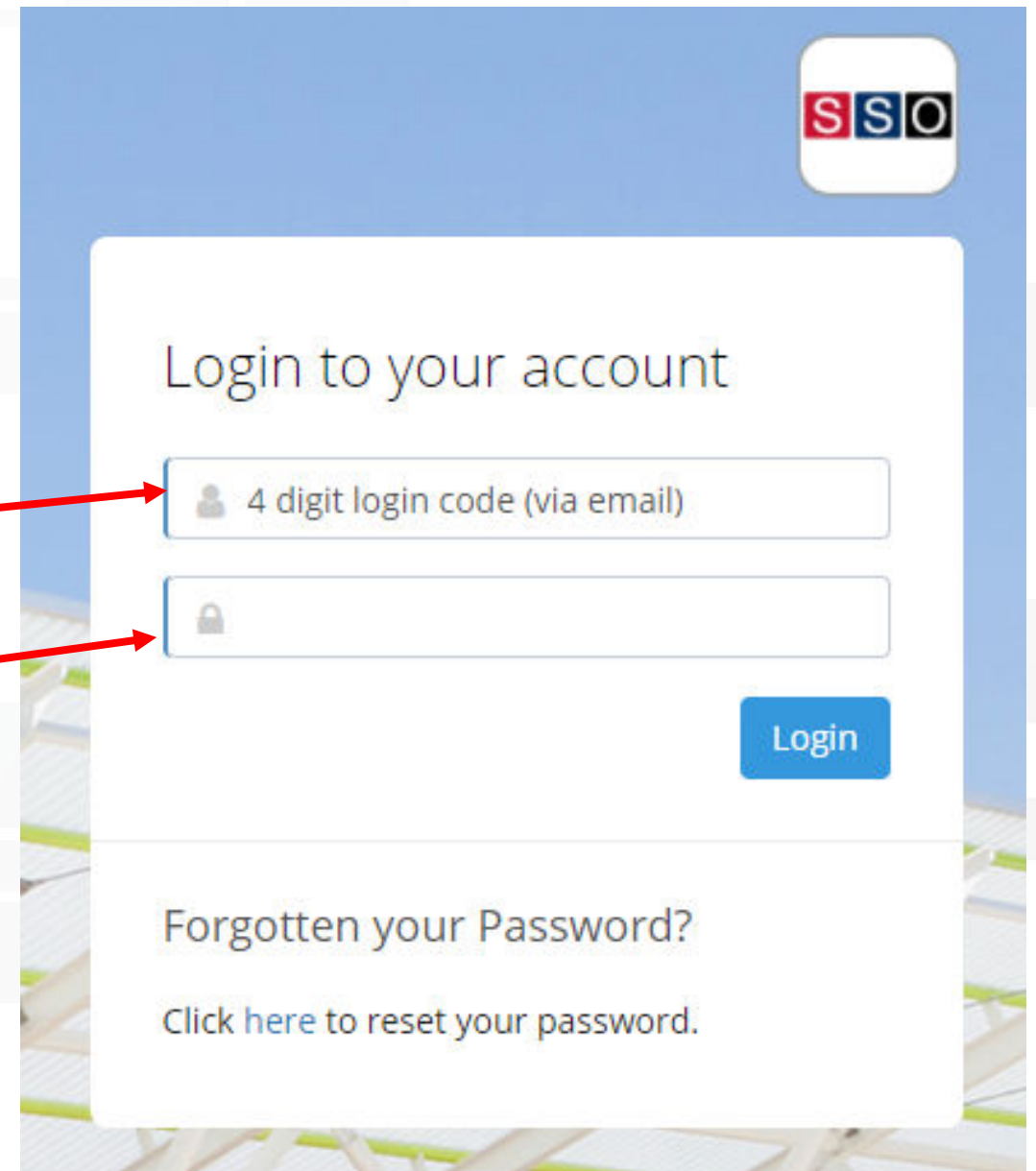


Login Page to Access SSO

Automatically taken back to SSO login page

Remember to use the **4 digit code** sent to your email for username

Enter the new password that you chose



The screenshot shows the SSO login interface. At the top right is the SSO logo. The main heading is "Login to your account". Below this are two input fields: the first is labeled "4 digit login code (via email)" and the second is a password field with a lock icon. A blue "Login" button is positioned to the right of the password field. Below the login fields, there is a link for "Forgotten your Password?" with the text "Click here to reset your password." below it. Two red arrows from the text on the left point to the first and second input fields respectively.



SSO Welcome Screen



Welcome to COURSE SELECTION for YEAR 11 (2024)

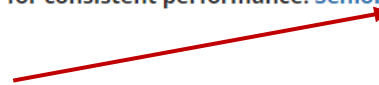
**PLEASE TAKE TIME TO
READ THE
INFORMATION AND
INSTRUCTIONS**

Do your research before making selections:

Investigate your options at school and at home using a range of resources available in the Form Programme on SEQTA [Learn](#) and [Engage](#) and below. This research should give you the information you need to get where you want to be:

- [Duncraig Senior High School - Websites for Career information and Job Profiles](#)
- Click on the links from your [Student Edge Questionnaire](#) to find career information related to your answers
- Use the [Course Finder](#) on the Student Edge website to get more information
- If you would like to talk to someone before finalising your subject selections for Senior School then book an interview at the [Jobs and Skills Centre](#)
- Plan to attend the Year 10 into Year 11 Parent & Student Information Evening on the first Tuesday of Term 3
- Attend University and TAFE Open days - advertised in the SEQTA notices
- [TISC website](#) admission Requirements/Cut off ranks/ATAR calculator
- Find out your TAFE entry possibilities - [TAFE Admissions Guide](#) (dated 2021 but still current)
- [Year 10 SCSA Information Handbook](#)
- Use those around for you for help by [Networking](#)
- Download the Senior School Course Handbook for 2024. This is vital reading for all Senior School students. It is recommended that you download this file and then open in Acrobat Reader for consistent performance. [Senior School Course Information Handbook 2024](#)

[DOWNLOAD AND READ HANDBOOK](#)



Assess The Need for a Course Counselling Interview

ATAR/General/VET Course Counselling Interview.

Do you need a course counselling interview?

- *Students who have made a considered decision regarding their pathway and can choose all the courses they would like to for next year do not need an interview.*
- *If you are not sure which courses you should select make a course counselling appointment below.*
- *If you want to take an ATAR course but do not have the necessary prerequisites, you should make an interview appointment below.*
- *General students who wish to apply for a 1 day per week external VET (certificate) course must book an appointment with Ms Marcon. She will assist with your subject selection and VET application. Please see below for VET counselling appointments.*



Booking a Course Counselling Interview

Course Counselling Interview - Unsure of pathway/course.

Do you not know what courses you wish to pick and therefore need a course counselling interview?

To make a course counselling interview appointment regarding your options (e.g. to discuss the right pathway or courses for you), please contact the Senior School Team by email [here](#).

To book a counselling interview, if needed, decide on the type of interview you require and click on the relevant email link

ATAR Course Counselling Interview.

Do you want to take an ATAR course but do not have the necessary prerequisites?

Students who wish to select a course for which they are not recommended will have to book a course counselling appointment as it may not be possible to complete the SSO process if you have selected a "red traffic light" subject. Prior to the appointment students need to create an Improvement Plan of Action outlining how they intend to achieve the prerequisite required for the course they wish to choose. Students will need to bring the completed Improvement Plan of Action to the course counselling appointment. A student should not choose multiple courses that are deemed non-recommended.

To make a course counselling interview appointment regarding ATAR, please contact the Senior School Team by email [here](#).

Students will need to bring their completed Improvement Plan of Action to the course counselling interview

VET Course Counselling Interview.

Do you need a VET course counselling interview?

- YES if you have an interest in enrolling in a Vocational Education or Training (VET) EXTERNAL course. These courses are done one day per week at an external provider eg TrainingWA (TAFE).

To make a VET course counselling interview appointment regarding VET options (e.g. 1 day a week TAFE Courses), please contact Ms Marcon by email [here](#).



USI Number - Compulsory

Unique Student Identifier (USI) number

Compulsory step for ALL students.

This number is required by ALL students (ATAR, Alternative Entry, General/ VET) commencing Year 11 next year.

To obtain your USI you will need a valid form of identification:

To see acceptable forms of identification click [here](#)

You are now ready to get your USI. To do this:

- go to the [Unique Student Identifier \(USI\) website](#)
- click the "Get a USI" button
- read and then agree to the "Terms and Conditions"
- click the "Next" button
- read and follow the instructions to create your USI
- When you receive your USI, enter below

[Enter your USI number here](#)

REMEMBER – ALL ENTRIES MADE IN SSO ARE AUTO-SAVED!



YOU MUST ENTER SOMETHING INTO ALL FIELDS TO PROGRESS – USE N/A IF REQUIRED



Career Research

After reviewing the resources on the previous step, please fill out the below information.

Enter your career goal here

Enter any prerequisite Yr 11 Course(s) needed for University entry here



Pathway Selection

Please select your pathway. The pathways available to you are based on your Year 10 Grades, Examination results and the School Curriculum and Standards Authority's Online Literacy and Numeracy Assessment (OLNA) results.

- **ATAR PATHWAY** - academic courses aiming for direct entry to University. Year 11 ATAR students should choose 5 or 6 ATAR courses. We recommend that Year 11 ATAR students select at least 5 ATAR courses. The sixth selection could be a General or VET course depending on interest or vocational aspirations.
- **ALTERNATIVE PATHWAY** - mix of academic (ATAR), general and vocational courses aiming for alternate University entrance and University Preparation Course pathways. Students can select a mix of ATAR, General or VET courses. Note - Students should only choose ATAR courses for which they have achieved the prerequisites.
- **VOCATIONAL PATHWAY** - mix of general and vocational courses aiming for TrainingWA (formally TAFE) or Employment
- **NOT RETURNING** to Duncraig SHS - Please still select your Courses for Year 11 2024 in case your other than school option does not work out

✔ Prequalification for the ATAR pathway is based on OLNA data.

If you do not qualify for the ATAR pathway but still wish to consider this pathway, you will need to book a course counselling session with the Associate Principal.

To book a course counselling session with the Associate Principal regarding ineligibility for the ATAR pathway, please contact the Senior School Team by email [here](#).

- ✔ ATAR ATAR Pathway
- ALTP Alternative Pathway
- VETP Vocational Pathway
- NOTR Not returning to Duncraig SHS

Green circle indicates prerequisite has been met – can proceed

→ Next Section



❗ Choose ATAR English or Literature

Note: You need to select ATAR English or Literature. You can also select both English ATAR and Literature. If you wish to choose both then

- AECSC Computer Science* (cost approx \$70.00) i
 - AEDRA Drama (cost approx \$61.00) i
 - AEECO Economics (cost approx \$68.00) i
 - AEFSL French Second Language (cost approx \$55.00) i
 - AEGEO Geography (cost approx \$72.00) i
 - AEHBY Human Biology* (cost approx \$107.00) i
 - AEIND Indonesian Second Language i
 - AEHLT Literature (cost approx \$69.00) i
- Click here to show selections...

(English), Ms Wayne. You can email her at
ng school hours.

Orange circle indicates prerequisite has NOT been met

✔ Choose up to 2 General Courses - Note the following:

You are not able to select General versions of any ATAR courses you have selected above. This applies to the following courses: Computer Science, Drama, English, Human Biology, Media Production Analysis, Physical Education Studies, Psychology and Visual Art.

Choose a total of 6 courses plus 2 reserves.

Students must select a minimum of 4 ATAR subjects

You must select at least One B list subject

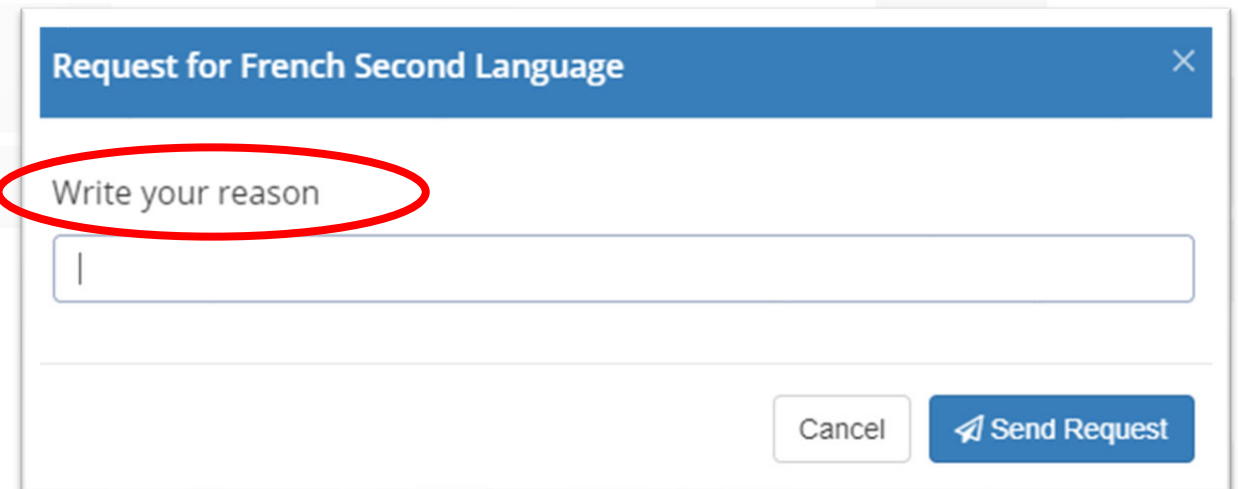
NOTE – yellow bar at foot of page indicates warning



If a student has not met the prerequisite to select a course, but would like to study it, click on the **orange circle...**

Pop up box appears to submit an override request to the Head of Department for consideration

MUST give a reason why they think they should be considered



Request for French Second Language

Write your reason

Cancel Send Request

A notification will be sent to you to indicate the outcome of request



Finalise selections if Head of Department approves
override request:

! Choose up to 5 ATAR courses.

Your selection request has been approved: ✕

Click here to show selections...

If Head of Department denies override request and
you still want to pursue this course, book an ATAR
Course Counselling Interview

! Choose up to 5 ATAR courses.

Your request was denied ✕

Click here to show selections...

ATAR Course Counselling Interview.

Do you want to take an ATAR course but do not have the necessary
prerequisites?

Students who wish to select a course for which they are not recommended will have to book a course counselling appointment as it may not be possible to complete the SSO process if you have selected a "red traffic light" subject. Prior to the appointment students need to create a plan of action outlining how they intend to achieve the prerequisite required for the course they wish to choose. Students will need to bring the action plan to the course counselling appointment. A student should not choose multiple courses that are deemed non-recommended.

To make a course counselling interview appointment regarding ATAR, please contact the Senior School Team by email [here](#).



Course Information



[Our School](#) ▾

[Teaching & Learning](#) ▾

[Enrolments](#) ▾

[Community](#) ▾

[Parent Essentials](#)

[Student Essentials](#)



HOME | [TEACHING & LEARNING](#) | [YEAR 11 & 12](#)

Upper school is the culmination of 13 previous years of schooling and a very exciting time in a young adult's life. It is not lost on our students, the significance of being at the end of their school career, and we recognise there is a change of approach to school by students in Years 11 and 12.

Students will follow a pathway of tertiary entrance or certificate courses. Regardless of their pathway, Duncraig Senior High School provides a balanced approach to both and plenty of opportunities to succeed.

As a school with 97.9% of students achieving WA Certificate of Achievement and successfully graduating Year 12, we have ranked 7th in the state against other public schools. This attests to our commitment to all of our students ensuring there are paths for both University and Certificate bound.

Of our ATAR students, 55% achieved a result over 80 (2021 results) and 96% of VET students completed and passed their chosen certificate courses enabling them to go into the workforce or further study.

We have developed strong community partnerships with multiple Registered Training Organisations (RTO) to deliver certificate courses to students onsite. We provide certificates through these RTO, providing students with varied and exciting careers to consider.

Senior School Course
Information 2023



Senior School Course
Information 2024



Teaching & Learning

Curriculum

Year 7 - 10

Year 11 & 12

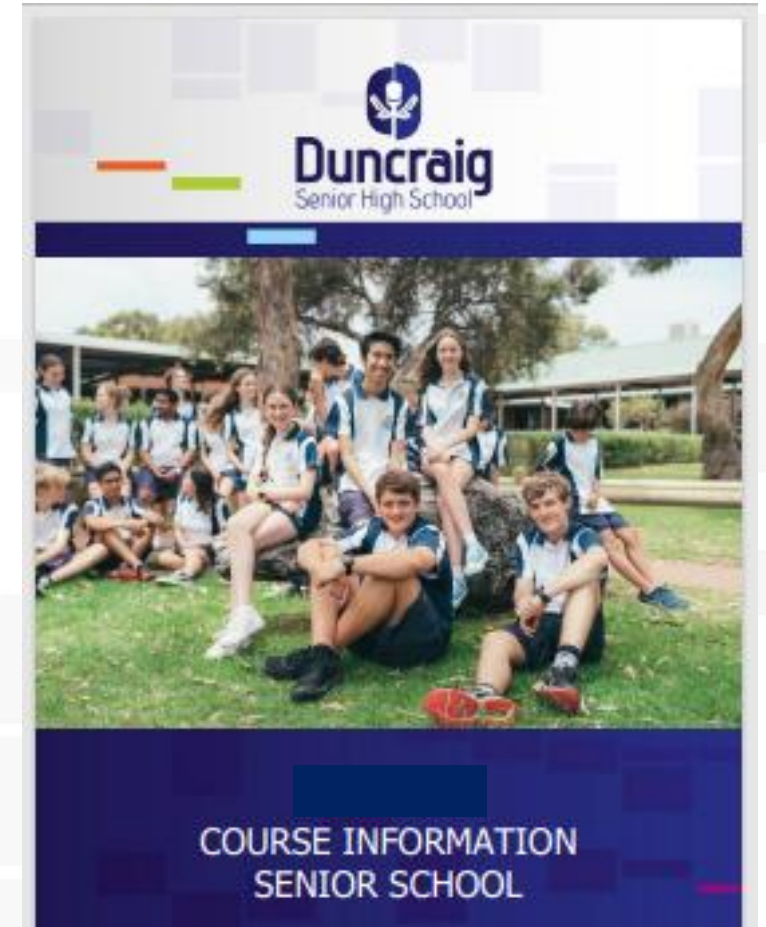
Learning Areas

Specialist Programs ▾

Selective Programs ▾

Library

ICT & BYOD Program



COURSE INFORMATION
SENIOR SCHOOL



Selection Summary

On the right-hand-side of the SSO screen a box will populate with your current selections

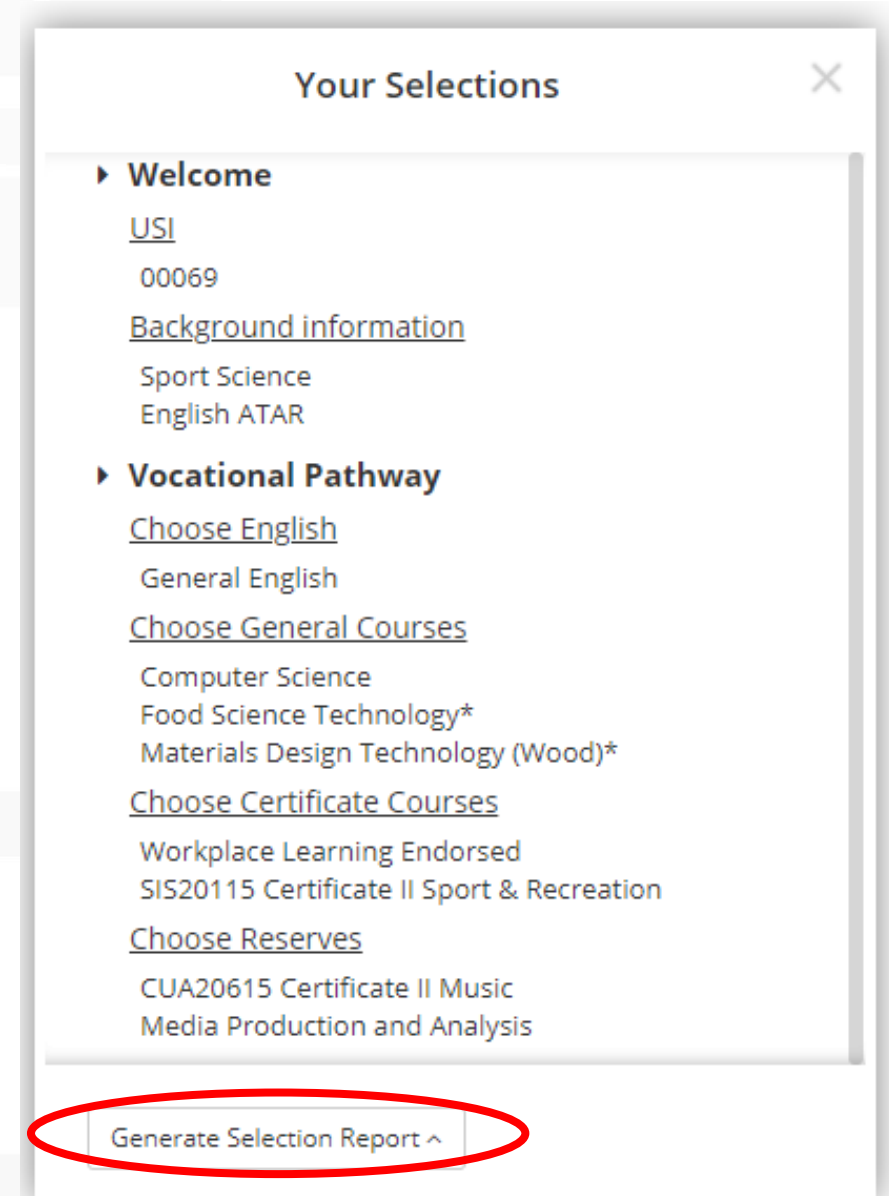
Once the selection process has been finalised, you need to generate the selection report

This will not be possible if there are any errors or missing information – look for the yellow warning bar at the foot of the page

Choose a total of 6 courses plus 2 reserves.

Students must select a minimum of 4 ATAR subjects

You must select at least One B list subject



Your Selections [X]

- ▶ **Welcome**
 - USI
 - 00069
 - Background information
 - Sport Science
 - English ATAR
- ▶ **Vocational Pathway**
 - Choose English
 - General English
 - Choose General Courses
 - Computer Science
 - Food Science Technology*
 - Materials Design Technology (Wood)*
 - Choose Certificate Courses
 - Workplace Learning Endorsed
 - SIS20115 Certificate II Sport & Recreation
 - Choose Reserves
 - CUA20615 Certificate II Music
 - Media Production and Analysis

Generate Selection Report ^



Add your school logo

Selection for Year 11, 2022

Student Name: Senior School Test Alternative

Student Code: 0004

Home Group:

Report Created: July 20, 2021, 12:36 pm

Welcome

USI

00069

Background information

Sport Science

English ATAR

Vocational Pathway

Choose English

General English

Choose General Courses

Computer Science

Food Science Technology*

Materials Design Technology (Wood)*

Choose Certificate Courses

Workplace Learning Endorsed

SIS20115 Certificate II Sport & Recreation

Choose Reserves

CUA20615 Certificate II Music

Media Production and Analysis

I, Senior School Test Alternative confirm these are my selections

Signature: _____ Date: _____

Parent: I approve my child's selections

Signature: _____ Date: _____

STAFF ONLY: Checked by staff member

Signature: _____ Date: _____

STAFF ONLY: Further action required:

Please print off and sign the report

This must then be returned to Form
Teacher by Thursday Week 3 Term 3



Summary

1. Log into SSO
2. Make selections
3. If green lights – finalise and print report, sign and return
4. If prerequisite(s) are not met and want to study course, submit a request for override
5. If approved – finalise selections and print report, sign and return
6. If denied and still want to study the course, book an interview and complete Improvement Action Plan

Note – Please ensure that you complete as much of the selection process as possible before considering an interview



If you have any issues, please contact the
school on:

6241 5400

